

BEAVERTON POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 10.05.04
SUBJECT: INVESTIGATING SEXUAL ASSAULTS
EFFECTIVE: OCTOBER 11, 2007
REVIEW: OCTOBER 2010, 2013, 2016, 2019, 2022

1. **PURPOSE.** The purpose of this policy is to provide Beaverton Police Department employees with guidelines for responding to reports of sexual assault, assisting victims, collaborating with victim advocates/service providers, and conducting thorough investigations.
2. **POLICY.** It is the policy of our agency to be sensitive to the victim, the victim's family and significant others while conducting a thorough sexual assault investigation. While it is expected that all investigative efforts will be made to document the crime and identify the suspect, it is important that these cases are handled from a non-judgmental perspective so as not to communicate in any way, that the victim is somehow responsible for the crime being investigated.
3. **FIRST RESPONDERS.** Employees who respond to a reported sexual assault will:
 - A. Make contact with the victim as soon as possible to address safety concerns, secure evidence and summon medical assistance if necessary.
 - B. Evaluate the scene for potential threats.
 - C. Relay appropriate information to other responding employees.
 - D. Secure the crime scene.
 - E. If necessary, request Criminal Investigation Division (CID) assistance through the supervisory chain of command.
 - F. Evaluate whether immediate search for the suspect is appropriate, as in stranger to stranger cases, or whether delaying contact with the suspect would be an investigative advantage, as in an acquaintance sexual assault where a pretext phone call would be appropriate.
4. **ASSISTING THE VICTIM.** Employees are expected to assist the victim by:

- A. Exhibiting an attitude of understanding, patience and respect while attempting to build trust and rapport.
 - B. Allowing the victim to be accompanied by a personal representative (as defined in ORS 147.417) if requested.
 - C. Contacting a Rape Victim Advocate (RVA) through dispatch.
 - D. Working in partnership with the RVA to balance investigative needs with victim concerns.
 - E. Providing and explaining the department issued victims' rights card and making specific referral to the Sexual Assault Response Center (SARC).
5. INVESTIGATION. Depending on the nature of the assault, the primary responding officer or assigned detective will ensure the following procedures are followed:
- A. If the sexual assault has occurred within the previous 84 hours (outside parameter for trace forensic evidence), the victim should be directed to Providence St. Vincent's Hospital or a hospital of their choice for a forensic examination. Victims under 15 years of age will be directed to Child Abuse Response and Evaluation Services Northwest (CARES) during normal business hours or to the Emergency Department at Legacy Emanuel Hospital when CARES is not available.
 - B. If the victim is to undergo a forensic examination, the victim will be advised not to shower, bathe, douche or change clothes prior to a hospital examination. If the victim has changed clothing, the officer will seize that clothing when possible.
 - C. If the victim complains of a drug facilitated sexual assault, the victim should be advised not to urinate before being seen for forensic examination. If the victim cannot wait to urinate, the officer will obtain a urine sample using the appropriate collection kit.
 - D. If the victim is not transported to a hospital by ambulance, the officer will ensure that the victim is transported to the hospital.
 - E. Ensure that appropriate photos/video are taken. Officers/detectives will be sensitive to the location of the injuries on the victim's body and will summon an officer of the same sex, if possible, to take the photos/video.
 - F. Have victim sign a HIPPA Medical Release Authorizing Beaverton Police Department personnel and Washington County District Attorney's Office to obtain a complete copy of medical reports related to forensic examinations done and other medical treatment provided, including drug and alcohol testing.

- 1) Attach a photocopy of HIPPA form to the police report.
- G. Complete a property/evidence report, chain of custody and request for forensic crime lab examination, if appropriate, for any evidence seized.
- H. Properly store any evidence seized according to property/evidence handling guidelines.
- I. Ensure that all necessary reports are completed and submitted in a timely manner. Reports will not be “held” if there is a need for immediate follow-up.

Chief of Police

Date